

**Subject:** Re: D/O will be expired on 02/28/2016

**From:** Rick Scott

**Date:** 02/26/2016 09:44 AM

**To:** Brenda Aldape

**CC:** Jim Omahen <jim@mediadistrict.org>, Lisa Schechter <lisa@mediadistrict.org>, Emelia Tso <emelia.tso@lacity.org>

Thanks!

On Fri, Feb 26, 2016 at 9:43 AM, Brenda Aldape <[Brenda\\_Aldape@ajg.com](mailto:Brenda_Aldape@ajg.com)> wrote:

Will do.

**Brenda Aldape, CIC, CISR**

Client Service Manager

505 N. Brand Blvd, Suite 600 Glendale, CA 91203

:P: [818.539.8602](tel:818.539.8602) | :F: [818.539.8702](tel:818.539.8702)

:E: [Brenda\\_Aldape@ajg.com](mailto:Brenda_Aldape@ajg.com) | :W: [www.chapmanins.com](http://www.chapmanins.com)



Arthur J. Gallagher & Co. Insurance Brokers of California, Inc.

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**From:** Rick Scott [mailto:[rick.scott@lacity.org](mailto:rick.scott@lacity.org)]

**Sent:** Friday, February 26, 2016 9:42 AM

**To:** Brenda Aldape

**Cc:** Jim Omahen; Lisa Schechter; Emelia Tso

**Subject:** Re: D/O will be expired on 02/28/2016

The renewed policy information must be updated by the Broker on <http://track4la.lacity.org/>

On Fri, Feb 26, 2016 at 9:32 AM, Brenda Aldape <[Brenda\\_Aldape@ajg.com](mailto:Brenda_Aldape@ajg.com)> wrote:

Hi Emelia,

Their D&O Policy renewed effective 2/28/16 to 2/28/17. Do you need a Certificate of Insurance? Let me know.

Thank you!

**Brenda Aldape, CIC, CISR**

Client Service Manager

505 N. Brand Blvd, Suite 600 Glendale, CA 91203

:P: [818.539.8602](tel:818.539.8602) | :F: [818.539.8702](tel:818.539.8702)

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**From:** Jim Omahen [mailto:[jim@mediadistrict.org](mailto:jim@mediadistrict.org)]  
**Sent:** Friday, February 26, 2016 9:19 AM  
**To:** Brenda Aldape  
**Cc:** Lisa Schechter; Emelia Tso; Rick Scott  
**Subject:** FW: D/O will be expired on 02/28/2016

**Brenda,** I'm forwarding to you a message/alert/warning from the City Clerks Office. Please respond to all ASAP and advise. Thanks.

**Emelia and Rick,** Brenda Aldape is with Arthur J. Gallagher & Co. (our Insurance Broker) and she is our client services rep.

--  
Jim Omahen, Operations Manager  
Hollywood Media District BID  
1040 N. Las Palmas Ave.  
Hollywood, CA 90038  
Ph [323.860.0088](tel:323.860.0088)  
Fax [323.860.0089](tel:323.860.0089)

[MediaDistrict.org](http://MediaDistrict.org)

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**From:** Emelia Tso <[emelia.tso@lacity.org](mailto:emelia.tso@lacity.org)>  
**Date:** Friday, February 26, 2016 at 7:49 AM  
**To:** Lisa Schechter <[lisa@mediadistrict.org](mailto:lisa@mediadistrict.org)>, Jim Omahen <[jim@mediadistrict.org](mailto:jim@mediadistrict.org)>  
**Cc:** Rick Scott <[rick.scott@lacity.org](mailto:rick.scott@lacity.org)>  
**Subject:** re: D/O will be expired on 02/28/2016

Hi Lisa,

The above insurance is going to be expired. Please update the insurance immediately. Otherwise, your invoice payment might be delayed.

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Thanks.

Emelia Tso

Neighborhood and Business Improvement District Division  
Office of City Clerk  
[213-978-1110](tel:213-978-1110)

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Rick Scott  
Neighborhood and Business Improvement District Division

Office of the City Clerk

[213.978.1121](tel:213.978.1121) direct

[213.978.1099](tel:213.978.1099) main

Fax [213.978.1130](tel:213.978.1130)

[Rick.Scott@lacity.org](mailto:Rick.Scott@lacity.org)

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